



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
BOARD OF ACCOUNTANCY

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PUBLIC MEETING MINUTES:	BOARD OF ACCOUNTANCY
DATA AND TIME:	Wednesday, January 16, 2019 at 9:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , second floor of the Cannon Building
MINUTES APPROVED:	March 20, 2019

MEMBERS PRESENT

Alison Houck, Professional Member, President
Sarah Patterson, Professional Member, Secretary
Susan Benson, Professional Member
John McManus, Professional Member
John Moll, Professional Member
Renee Villano, Professional Member
Prameela Kaza, Public Member

ABSENT

Araya Debessay, Educational Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Caryn Scott, Administrative Specialist II
Patricia Davis, Deputy Attorney General

ALSO PRESENT

Dana Rubenstein, Delaware Society of CPAs

CALL TO ORDER

Ms. Houck called the meeting to order at 9:18 a.m.

REVIEW OF MINUTES

A motion was made by Mrs. Houck, seconded by Mrs. Kaza to approve the minutes dated November 28, 2018. The motion carried unanimously.

Unfinished Business

Re-Review of Application

Bonita Navarro

A motion was made by Mrs. Patterson, seconded by Mrs. Villano to approve the application of Bonita Navarro. The motion carried unanimously.

John Kogan

A motion was made by Mrs. Houck, seconded by Mrs. Benson to deny the Continuing Education of John Kogan due to missing a lot of required information. The motion carried unanimously.

New Business

Review of CPA Permit to Practice Applications

A motion was made by Mrs. Houck, seconded by Mr. McManus, to approve the applications of the following individuals:

Benjamin Chen
Zachary Epstein
Debra Martinez
Shanshan Zhao
Janna Thomas

The motion carried unanimously.

A motion was made by Mrs. Houck, seconded by Mr. McManus, to table the applications of the following individuals due to needing further description of job duties:

Joo Hyun Min
Arian Hitchens

The motion carried unanimously.

Ratification of Applications- Reciprocity

A motion was made by Ms. Houck, seconded by Mrs. Villano, to ratify the applications of:

license_no	sort_name	item_text
CA-0004194	Lawrence, James William	C.P.A. Permit
CA-0004195	Bransfield, Nancy Morgan	C.P.A. Permit
CA-0004198	Ryder, Michael James	C.P.A. Permit

The motion carried unanimously.

Correspondence

BDO USA, LLP

Informational only

Inquiry from Divya Raju

Applicant must abide by the Delaware Rules & Regulations

OTHER BUSINESS BEFORE THE BOARD (For Discussion Only)

None

PUBLIC COMMENT

Mrs. Rubenstein requested a copy of Ratification List

ELECTIONS

A motion was made by Mr. McManus, seconded by Mrs. Villano to resume the positions of Alison Houck as President and Sarah Patterson as Secretary. The motion carried unanimously.

NEXT SCHEDULED MEETING

The next meeting will be held March 20, 2019 at 9:00 a.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

A motion was made by Mrs. Kaza, seconded by Mrs. Houck to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 9:32 a.m.

Respectfully submitted,

Caryn Scott

Caryn Scott
Administrative Specialist II